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## COUNTY OF LOS ANGELES DEPARTMENT OF CONSUMER AFFAIRS

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B-96 KENNETH HAHN HALL OF ADMINISTRATION  
500 W. TEMPLE STREET / LOS ANGELES, CALIFORNIA 90012-2706 / (213) 974-1452  
<http://consumer-affairs.co.la.ca.us>

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DIRECTOR

June 4, 2002

TO: Supervisor Zev Yaroslavsky, Chairman  
Supervisor Gloria Molina  
Supervisor Yvonne Brathwaite Burke  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: Pastor Herrera, Jr.  
Director

A handwritten signature in dark ink, appearing to read "Pastor", is written over the printed name "Pastor Herrera, Jr.".

SUBJECT: **ONE-DAY STRATEGIC PLANNING RETREAT OF THE DEPARTMENT  
OF CONSUMER AFFAIRS**

This is to inform you that , **on Friday, June 7, 2002**, the Civic Center office of the Department of Consumer Affairs will be open to assist consumers with emergency situations only. The branch office locations at the Lancaster Library and the San Gabriel Valley Service Center will be closed. If a constituent contacts your office that requires emergency assistance, please have your staff contact our Executive Office at (213) 974-9750.

On that day, the staff and selected volunteers of the Department of Consumer Affairs will attend a "One-Day Strategic Planning Retreat" at the USC Davidson Conference Center. This event is part of a new opportunity that the department has recently embarked on — a Strategic Planning Process. The goal of this process is to develop and publish our department's vision, mission, values and goals before the end of the year 2002.

If you have any questions or need additional information, please call me at (213) 974-9570.

PHJ:MGR

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c: All DCA Board Liaisons  
David E. Janssen, Chief Administrative Officer  
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